



**Child Development  
Division**

**MANAGEMENT  
BULLETIN**

**Main Office Number: (916) 322-6233**

<b>Subject:</b> Program Quality Review (PQR) Self Study Options	<b>No.:</b> 00-02
<b>Authority:</b> California Code of Regulations, Title 5, Section 180273	<b>Date:</b> January 2000
	<b>Expiration Date:</b> Until Rescinded

**ATTENTION: EXECUTIVE OFFICER AND PROGRAM DIRECTORS OF CHILD CARE AND  
DEVELOPMENT PROGRAMS**

The purpose of this Management Bulletin is to remind all child care and development contractors that a Program Quality Review (PQR) self-study is due in our office by March 1 of each year. Direct service contractors use the Exemplary Program Standards (EPS) instrument. Alternative Payment programs and Resource and Referral contractors use the contract monitoring review self-study.

Under the *California Code of Regulations, Title 5, Section 18279*, each contractor must conduct an annual self-evaluation to determine if its program goals and objectives are being met. An assessment by the parents is one component of this self-evaluation. A summary of the self-evaluation's findings is due to the Child Development Division (CDD) by March 1 of each year. The contractor shall modify the goals and objectives of the program to address any areas identified that need improvement. The Contract Funding Terms and Conditions reference the self-evaluation requirement.

The last section of the EPS instrument includes the self-review and program validation forms, CD-2228B; English and Spanish versions are available. A new EPS document can be purchased from the California Department of Education's Publications Sales Office by calling 1-800-995-4099.

**Alternative Self-Study Models**

Two other options are available to direct service contractors.

**1 National Association For the Education of Young Children (NAEYC) Accreditation**

If the program is NAEYC accredited, send either a copy of the *Commission Decision Report* or a copy of the annual report sent to the NAEYC. If the validation appointment for the program is scheduled within six months, send verification of the appointment date. The appropriate information is due to CDD by March 1. Contact the National Academy of Early Childhood Programs for information about the NAEYC accreditation process. They can be reached at 1-800-424-2460 or 1509 16<sup>th</sup> Street, N. W., Washington, D.C. 20036.


## 2. Co-Located Head Start Programs

Programs co-located with Head Start may use the self-evaluation document based upon the Head Start Performance Standards (previously the On-Site Program Review Instrument [OSPRI]). Please submit the Summary of Findings for the Performance Standards. As in the past, the Head Start self-evaluation results are due to CDD annually by March 1.

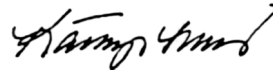
Mail your self-evaluation reviews to:

Exemplary Program Standards  
Attention: Field Services  
Child Development Division  
560 J Street, Suite 220  
Sacramento, CA 95814

Questions regarding this Management Bulletin and the EPS process can be addressed to the field consultant assigned to your county or call the Child Development Division at (916) 322-6233 for referral to your consultant.



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